

UNDERSTANDING THE COMMAND MANAGED EQUAL OPPORTUNITY PROGRAM

To ensure mission readiness, every member of the DoN must be afforded an equal opportunity to become a productive member of the Navy team. Unprofessional behavior destroys trust and confidence among leaders and shipmates, erodes unit cohesion and combat readiness, and is contrary to our core values of Honor, Courage and Commitment.

The Navy has a variety of resources available to Sailors filing or handling both informal and formal complaints in response to unprofessional behavior. The Informal Resolution System (IRS) is the recommended first step in conflict resolution. At the informal stage, address the offending behavior directly with the party responsible. The complainant may request the assistance of a third party to intervene or request training be presented to the workplace on prevention of unprofessional behavior. Every command is required to have a **Command Managed Equal Opportunity (CMEO) Manager**. The CMEO should be able to assist in the informal resolution process. If these efforts fail, the complainant should request mast with their Commanding Officer to voice their issues.

If the complainant is unable to resolve the issue informally, the following methods are available to file a formal complaint:

- *File a Navy Equal Opportunity/Sexual Harassment Formal Complaint Form (NAVPERS 5354/2). This should be filed with the command designated point of contact for receiving complaints, most often the Command Managed Equal Opportunity (CMEO) Manager, Admin Officer, Command Master Chief (CMC), or Executive Officer (XO).*
- *Call the Echelon II Command Inspector General or the Navy Inspector General.*
- *When applicable, file an UCMJ Article 138 (Complaint of wrongs against the Commanding Officer) or NAVREGS 1150 (Redress of wrong committed by a superior, other than the Commanding Officer). Assistance in filing these complaints should be obtained from the local Naval Legal Service Office.*
- *Contact elected officials.*

Within 24 hours of receipt of a formal complaint, the Commanding Officer must be notified.

Within 72 hours, an investigation into the allegations must be initiated. The command must report it via SITREP to their General Courts-Martial Authority (GCMA) and info addressees CNO WASHINGTON DC/NOOE//, COMNAVPERSCOM MILLINGTON TN/PERS6/PERS61//, Command's Echelon II Commander and Immediate Superior in Command (ISIC).

For more information about the CMEO Program, contact the Navy Professional Relationships Division (PERS-61), Navy Personnel Command, Millington, TN:

Navy Adviceline Phone Number: 1-800-253-0931
Navy Adviceline E-Mail: eo/sh.advice.line@persnet.navy.mil

Or you can visit the PERS-61 website for current policy and training information at:
www.persnet.navy.mil/pers61